

RICHLAND-LEXINGTON AIRPORT DISTRICT

Commission Meeting

May 19, 2025 @ 4:00 PM

Carolina Room

Draft Minutes

Attendance

Anton Gunn, Chair; Jim Wellman, Vice Chair; Duane Cooper (Zoom); Breon Offord; Hank Jibaja; Lajoia Broughton; Chappelle Broome-Stevenson; John Folsom; Tripp Jones; Steve Benjamin (Zoom); Elizabeth Taylor; Dawn Wetherley

Staff

Gregg Hornsby; Frank Murray; Ryan Kreulen; Kim Crafton; Malia Ropel; Daniel Ruggiero; Jason Brown; Will Salazar; Cameron Zimmerman; Sam King; Jessica Foster; Joseph Dickey (Attorney); Lynne Douglas (Secretary)

Guests

Dave Carpenter, Robert Moore, Jon Queen (Foth); Ron Harvey (Global Core Strategies); Ryan Hounshell (Holt); Bri Barrineau (Ardurra); Tyler Moser, Lee Thomas (Eagle Aviation)

A. Call to Order and Introductions

1. Determination of a Quorum

Chair Gunn determined that a quorum was in attendance.

2. Approve Order and Contents of the Overall Agenda

Vice Chair Wellman made a motion to approve the agenda. Commissioner Jones seconded the motion. Motion carried.

B. Consent Agenda

1. Approval of April 21, 2025 Commission Meeting Minutes

Vice Chair Wellman made a motion to approve the minutes. Commissioner Jones seconded the motion. Motion carried.

C. Information/Announcements/Staff Reports/Correspondence

1. April 2025 Financial Report

Mr. Hornsby presented the financial report as included in the Commission information packet. Highlights included: (1) decrease in cash namely due to the checkpoint modernization project and taxiway improvements, grants are forthcoming that will be applied to these projects; (2) Airline Cost Per Enplanement was \$9.43 at the end of April, down from \$9.96 at the end of March. This figure should continue to trend downward throughout the year; (3) Days cash on hand is at 440; (4) Enplanements are trending up and May is expected to reflect 60,000 +; (5) the Bonds Payable line on the Balance sheet contains our last payment on the GO Bonds and will occur next March 1st, all that will be left will be the 2001 Series B which are paid in majority by CFCs (Contract Facility Charges).

CFCs are add-on charges to the daily rates charged by rental cars; (6) Non-Airline Terminal Rents are over budget primarily due to rental cars. On another positive note, Airport Advertising is over budget. Airport Operations is over budget due to a variety of factors as listed in the written report. Mr. Hornsby concluded his report by presenting and reviewing the Quarterly DBE report.

2. Commission Chair's Report

Chair Gunn advised that he will have committee assignments by end of the month. He went on to share that he wants the committees to get into a routine of meeting regularly so as to prevent infrequent, lengthy meetings. He said that he wants Commissioners to be fully informed, at a committee level, of anything they need to know before it comes to the full Commission level. Each committee will be supported by the staff person whose focus area it pertains to.

Chair Gunn went on to report that the next step in the search for a President/CEO is for ACS, CAE's search consultant, to meet in person with the Commission. ACS will do an orientation regarding the search process and they would like to receive additional input from the Commission as part of the discussion. Tuesday, June 3rd at 10:00 am is the date/time discussed for them to meet with the Commission. More details regarding this meeting will be forthcoming.

3. Interim President/CEO Report

Mr. Hornsby thanked all who attended the gate party for Allegiant's inaugural service and for the Master Plan event. He also thanked those who spoke at the event. Commissioner Broughton asked if Commissioners in attendance at future events could be recognized. Mr. Hornsby thanked her for this suggestion and thanked Commissioners for their support.

Mr. Hornsby shared a REAL ID update per his conversations with local TSA managers and checkpoint officers at the TSA ID station. He said they are seeing an uptick in passengers using passports and are conducting the necessary additional screening process for those without a REAL ID-compliant ID.

Spirit Airlines begins their new service on June 5th. Mr. Hornsby said that CAE's new aviation services group, who will represent Spirit's service here, currently has eight customer service representatives and six ramp agents. Plans are to hire ten additional ramp agents.

Staff is looking at alternative enforcement for traffic control on the terminal's upper and lower levels. The bollards with photographic capability, located at the passenger drop-off, will be removed in about thirty days. Staff is considering increasing the number of safety officers to patrol the upper and lower levels. Consideration is also being given to having an outside audio message advising and reminding our guests of the time limitation in these areas.

Per the recent parking garage fire at the Jacksonville International Airport, Commissioner Jones asked if Public Safety could provide a briefing at a future Commission meeting as to how our team would respond to an event such as this.

Regarding the recent news coverage of the air traffic control issues at the Newark Liberty International Airport, Commissioner Benjamin asked if the Commission could receive information about this perspective on a local basis as relates to CAE. Mr. Hornsby said that staff will put together talking points no later than the June Commission meeting.

As follow-up to last month's Master Plan Update at the Operations Committee meeting and to her earlier request, Commissioner Broughton asked if the Commission could review the finalized plan before it is submitted to the FAA. Mr. Murray confirmed that it will be made available to the Commission prior to being sent to the FAA. He went on to say that the financial portion is being finalized. He will follow up on the timeline for submission to the FAA.

Commissioner Broughton asked how CAE compares regionally and nationally to airports our size as relates to service by low cost carriers. Ms. Crafton offered some comments in response. Mr. Hornsby suggested that CAE's air service consultants could provide information regarding comparable airports in terms of the number of low cost seats in their markets as compared to CAE with the new Allegiant and Spirit service.

Commissioner Broughton asked if Commissioners could receive updates and reminders on upcoming construction and related changes. This would be helpful as Commissioners answer questions from colleagues and others who are traveling.

Chair Gunn commended the addition of the two new display screens in the Carolina Room for use in the Commission meetings. He went on to say there are seventeen new microphones in the ceiling.

D. Discussion/Suggestions

1. Comments from the Public

There were none.

E. Adjournment

Commissioner Offord made a motion to adjourn. Commissioner Folsom seconded the motion. Motion carried.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Lynne Douglas".

Lynne Douglas, Commission Secretary